

✓ APPROVED

**CITY OF MONROE
PLANNING COMMISSION MINUTES
March 26, 2012**

The meeting of the Monroe Planning Commission was scheduled for March 26, 2012 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chairman Loots called the meeting to order at 7:00 p.m.

ROLL CALL

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Loots, Commissioners Dave Demarest, Bill Kristiansen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

Staff Present: Planning & Permitting Manager Paul Popelka, Associate Planner Mark Landkammer, Economic Development Manager Jeff Sax and Secretary Kim Shaw

CITIZEN COMMENT

None at this time

APPROVAL OF MINUTES

None at this time

PUBLIC HEARING

WORKSHOP

A. ZCA2012-01 – Cannabis Collective Gardens

Chairman Loots introduced Scott Snyder from the City Attorney's office. Mr. Snyder presented an overview of the legal aspects of the US Drug Policy. Several states have legalized medical marijuana and several are in the preliminary stages of legalizing it. The MUMA (Medical Use of Marijuana Act) has some gaping holes regarding dispensaries. He explained that part of the task of regulating Collective Gardens is designating a place in the community for this use. The Attorney's office recommends providing a place that has the least impact. There can be distancing requirements or they can be located all in one place. He also explained that because it is illegal under federal law, some cities will not issue Business Licenses, but they will issue a Compliance Certificate once inspections are completed. Because dispensaries are illegal, the Police Department will have every right to shut it down if problems arise.

Discussion followed with the Commissioners asking if they are required to take action on this. Manager Popelka explained that the moratorium expires June 16th and the Commission will need to act on this before the ordinance expires. More information will be provided at the next scheduled meeting.

B. CPA2012-01 – FirstAir Field Comprehensive Plan Amendment & Rezone

Commissioner Demarest entered a letter he composed regarding conflict of interest into the record. Mr. Snyder offered comments that City Attorney Zach Lell compiled for the Commissioners. Commissioner Kristiansen recused himself from this action as a potential conflict of interest.

Manager Popelka briefed the commissioners on staff's opinion that this does meet the criteria for a Comprehensive Plan Amendment, stating that it is an essential public facility. He addressed concerns of additional noise, stating that the Evergreen Fairgrounds and the race track produce more noise than this proposal would. The definition of LOSA (Limited Open Space Airport) has been revised and more information will be forthcoming for the hearing process at the April 9th meeting.

The discussion of non-aviation, principal and accessory uses was discussed. The Commission also discussed the definition of single family and asked for further analysis of potentially non-conforming residences. For clarification, Associate Planner Mark Landkammer quoted sections from the legal non-conforming chapter of the Monroe Municipal Code and noted the possibility of adding a footnote to the code for the dwellings that currently exist on the site.

Kevin Donovan
Windermere Real Estate

Mr. Donovan added that there is an additional mobile home on the site and clarified the ownership of the properties involved that have dwellings on them.

Chairman Loots asked for a motion to extend the meeting beyond 9:00. Commissioner Demarest made the motion to extend the meeting, seconded by Commissioner Rodland. Vote carried unanimously 6/0.

Chairman Loots called for a 10 minute break. The meeting reconvened at 9:10.

C. CPA 2012B – North Kelsey and Downtown Plan Comprehensive Plan Amendment

Regarding North Kelsey, Manager Popelka explained that the intent of this amendment is to repeal the North Kelsey and Downtown Plans from the Comprehensive Plan. Suggestions were given with regard to goals and policies, including revising the Land Use goal and deleting "civic town". The design guidelines for both North Kelsey and Downtown are being kept intact and are now incorporated into the Monroe Municipal Code.

Discussion followed with the Commissioners commenting on the conversion of the North Kelsey goals to Land Use policies. Commissioner Demarest explained that when the North Kelsey plan was created, it was intended to connect the Downtown area and North Kelsey, but that has changed now. Commissioner Kristiansen felt that there should be a clause in the document stating that the two should be separated. Manager Popelka explained that some of the connection between the downtown and NK should be separated. He will present a similar package to the next meeting for the Downtown plan.

D. ZCA2012-04 – Sign Code Amendments

Economic Development Manager Jeff Sax presented this item to the Commissioners. Examples of proposed amendments were given, such as banners & temporary signs. Jeff also explained some of the restrictions about the North Kelsey signage plan that currently prohibit certain types of signs.

Associate Planner Mark Landkammer briefed the Commission on some of the possible changes to this code. He focused on some of the more important issues and explained that the following are some of the issues being discussed amongst the ad-hoc committee for the review of the sign code:

- Electronic displays/dynamic/video
- Surfaces/facades of building eligible for signs – This is not clear in the code.
- Internal tenant or small building frontage signs – The code currently does not allow for this.
- Coffee stands – There are no clear regulations for these in the code.

Discussion followed and the Commission inquired about researching other jurisdictions' sign codes for their process and what changes were adopted. Planner Landkammer stated that staff has researched other sign codes.


DISCUSSION BY COMMISSIONERS AND STAFF


Manager Popelka said that there has been no action on the board vacancy.

Commissioner Kristiansen shared that at the last Park Board meeting there were people present that explained they would donate materials and time to create a display at the Lake Tye Skate Board Park.

ADJOURNMENT

Commissioner Sherwood made a motion that the March 26, 2012 Planning Commission meeting be adjourned. Commissioner Kristiansen seconded the motion. By vote the motion carried unanimously 6/0. The meeting was adjourned at 10:20 p.m.



Paul Loots
Chairman

Kim Shaw
Planning Commission Secretary